

3 April 1979

MEMORANDUM FOR: All MF Careerists

FROM : Edward L. Sherman
Director of Finance

SUBJECT : Finance Career Conference - 16-18 May 1979 (AIUO)

1. (AIUO) Attached are copies of the Agenda for the Finance Career Conference to be held at the [] on 16, 17 and 18 May 1979. Please circulate the Agenda to all members of your staff.

25X1

2. (AIUO) Ideally, we would like to have all MF Careerists attend the entire Conference. However, this obviously is not practical as minimal office coverage must be maintained. A wealth of information can be learned from our distinguished speakers, and it is emphasized that each MF Careerist should attend at least one day of the Conference. Please give consideration to permitting persons to attend on the day or days on which subjects of particular interest to them are scheduled for presentation and discussion. Where possible, carpools should be encouraged to facilitate parking arrangements.

3. (AIUO) The annual Finance Golf, Tennis and Volleyball Tournaments will be held on Friday afternoon, 18 May 1979. Those interested in participating should so indicate on the Reservation Form.

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4. (AIUO) In order for [] to provide meals, lodgings, and other accommodations, each person who plans to attend all or any portion of the Conference is requested to complete a Reservation Form (copies attached) and return it to the OF/Support Staff, Room 1213 Key Building, as soon as possible but not later than 27 April 1979. Firm plans will be made to accommodate all persons who complete and return a Reservation Form by 27 April 1979.

25X1

[]
Edward L. Sherman

Attachments:
Agenda
Reservation Form
Information Sheet (Admin Arrangements)
Directions to []

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FINANCE CAREER CONFERENCE AGENDA

16, 17, and 18 May 1979

Wednesday, 16 May 1979

0800 - 0900	Registration	OF/SS	
0900 - 0915	Welcome to <input type="text"/>	<input type="text"/>	25X1
0915 - 1015	Director's Views and Thoughts For the Future	Mr. Edward L. Sherman, D/OF	
1015 - 1045	BREAK		
1045 - 1130	Systems and the Future	<input type="text"/> C/P&SS/OF	25X1
1130 - 1200	Factor Evaluation System	<input type="text"/> EO/OF	
1200 - 1330	LUNCH		
1330 - 1500	NAPA Report, CSC Reform Act	Mr. Harry E. Fitzwater, D/OP	
1500 - 1515	BREAK		
1515 - 1600	Women: Yesterday, Today and Tomorrow	<input type="text"/> Federal Women's Program Manager	25X1
1600 - 1700	Alternate Workshop Sessions (Your Choice):		
	Role of the Certifying Officer	<input type="text"/> Resources Data Branch, COMP/EDPS	25X1
	Management Decisions, Ways to Contribute	<input type="text"/> C/B&F/FBIS	25X1
	Class A & B Systems, New Developments in the Agency Financial System	<input type="text"/> /P&SS/OF P&SS/OF P&SS/OF BMB/AD/OF	25X1
1700 - 1800	Attitudinal Adjustment		
1730 - 1900	DINNER		
1900 -	An Evening with the ADDA	Mr. Clifford D. May, Jr. A/DDA	

C-O-N-F-I-D-E-N-T-I-A

Thursday, 17 May 1979

0830 - 0930	Director's Views and Thoughts For the Future	Mr. Edward L. Sherman, D/OF	
0930 - 1000	The Role of CSAD	<input type="text"/>	CSAD/OF 25X1
1000 - 1030	BREAK		
1030 - 1200	<input type="text"/>	<input type="text"/>	DD/IT/OTR 25X1
1200 - 1330	LUNCH		
1330 - 1400	Status Report - DDA Division Chief Conference	<input type="text"/>	C/CD/OF 25X1
1400 - 1445	Support in Crisis Situations	<input type="text"/>	25X1
1445 - 1500	BREAK		
1500 - 1545	Career Management Matters	<input type="text"/>	EO/OF 25X1
1545 - 1700	Meeting with Individual Panels: Panels 1, 2, 3, 4, & 5 Everything You Wanted to Know and Ask and Never Had the Chance		
1700 - 1800	Attitudinal Adjustment		
1730 - 1900	DINNER		
1900 -	An Evening with the Comptroller	Mr. James H. Taylor Comptroller	

C-O-N-F-I-D-E-N-T-I-A

Friday, 18 May 1979

0830 - 9930	Intelligence Community FY-80 Congressional Budget and Changing Views of the Senate Select Committee	Mr. Daniel A. Childs Staff Member, Senate Select Committee
0930 - 1030	"A Discussion of Security Issues"	Mr. Robert W. Gambino, D/OS
1030 - 1100	BREAK	
1100 - 1200	Pending Legislative Action	<div data-bbox="964 680 1284 743" style="border: 1px solid black; padding: 2px;">Legislative Counsel</div>
1200 - 1330	LUNCH	
1330 -	Tournaments: Golf, Tennis and Volleyball	

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FINANCE CAREER CONFERENCE

This RESERVATION FORM should be completed by each individual who plans to attend all or any portion of the Conference. Return the completed form to the OF Support Staff, Room 1213 Key Bldg., by 27 April 1979.

NAME _____ GRADE _____

OFFICE _____ EXTENSION _____

Will you be present for the following activities? Please check one block for each entry.

Wednesday, 16 May 1979:

Lunch	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Dinner	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Overnight	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Thursday, 17 May 1979:

Breakfast	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Lunch	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Dinner	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Overnight	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Friday, 18 May 1979:

Breakfast	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Lunch	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Play Golf (Friday p.m.)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Golf Cart	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Play Tennis (Friday p.m.)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Play Volley- ball(Friday p.m.)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

FINANCE CAREER CONFERENCE

[REDACTED]

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May 16, 17, 18, 1979

ADMINISTRATIVE ARRANGEMENTS

1. Location

The Conference will be held at [REDACTED]
[REDACTED] Registration and all sessions of the Conference,
except for the panel discussions and alternate workshop sessions
will be in [REDACTED]

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2. Travel Directions

[REDACTED]

3. Arrival

- a. Upon arriving at the Main Gate, give your name to the Guard. He will check your name against the list of those attending the Conference and will issue a Conference Badge which is to be worn during your stay [REDACTED] The Headquarters badge will not be worn or displayed while [REDACTED] unless it is requested for identification purposes. If the [REDACTED] Guard asks to see your Headquarters badge, please comply.
- b. In planning your arrival, sufficient time should be allowed for checking in and registering. The Conference will start promptly at 0900 on 16 May 1979, and at 0830 on 17 and 18 May 1979.

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4. [REDACTED]

assignments will be obtained from the Gate Guard. Bed linens, towels, and soap are furnished in the rooms.

5. Dining Hours [REDACTED]

Breakfast (17 and 18 May 1979)	0700-0815
Lunch (16, 17, and 18 May 1979)	1200-1330
Dinner (16 and 17 May 1979)	1730-1900

C-O-N-F-I-D-E-N-T-I-A-L

C-O-N-F-I-D-E-N-T-I-A-L

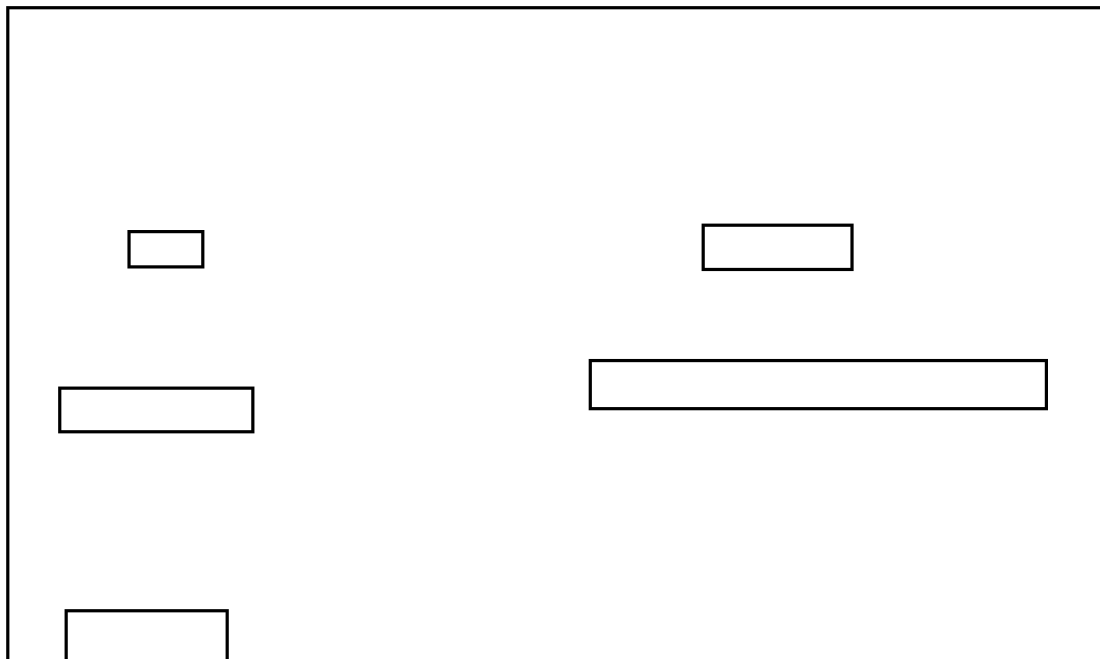
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6. Social Hour and Breaks

Cost per person per day to cover social hour and breaks
(16 and 17 May 1979):

Mixed drinks and/or beer	\$3.50
Soft drinks	1.35

7.



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8. Emergency Communications

Security precludes receiving telephone calls directly. In the event of an emergency, your immediate family may call the Night Security Officer [redacted]. The Night Security Officer will be furnished a list of conferees and will relay emergency calls and messages through the [redacted] Security Officer.

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9. Facilities

Lounge areas are equipped with TV, card tables, magazines, and a pool table. Newspapers are available in a dispenser [redacted]

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10. Travel Reimbursement

No travel order is needed. Reimbursement for travel (per diem is not authorized) may be obtained from the participant's office or OF/SS upon return to Headquarters. Only one round trip is authorized for mileage reimbursement.

C-O-N-F-I-D-E-N-T-I-A-L

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